
Furnaces & Air Conditioners

Permit Requirements -

- Permits are required for the installation of furnaces and air conditioning (A/C) units. This applies to new installations as well as replacements.
- A permit can be issued to either the homeowner or a State-licensed contractor.
- Permits are obtained at the San Jose Building Division Permit Center.
The Permit Center is located at 200 East Santa Clara St.
- Permit Center hours are 9:00 a.m. to 4:00 p.m., Monday through Friday.
- Permit fees vary depending on the scope of work.
- **Plans and/or electrical load calculations may be required** for new installations and will be determined based on the scope of the work.
- **Plans and/or electrical load calculations** requirements and will be determined by either the Permit Center Inspector or the Field Inspector.
If plans are required, please provide two sets of plans, including a site plan, existing and proposed floor plans, and the manufacturer's specifications and installation instructions.
For residential dwellings - Electrical load calculations are required if:
 - The main electrical panel is 100 amps or less, **and**
 - There is a heated pool or spa on the property.
- **Planning Division review and approval may be required** before a permit can be issued for exterior equipment installations such as A/C condensing units.

Exterior Equipment Requirements -

- Equipment installed outdoors shall be listed and approved for outdoor installation.
- Equipment shall be installed per the manufacturer's installation instructions and shall comply with applicable codes.
- Equipment is not allowed in *required* and/or *accessible* paths of travel.
- Movable equipment, such as condensing units, is allowed in an **easement**.
- However, non-movable equipment and components, such as underground conduits and disconnect panels are not allowed to be located in an easement.
- The Zoning Code establishes where structures and equipment can be located on a property.
Acceptable locations of exterior air conditioning equipment (such as condensing units) is as follows:

For single family dwellings

- Allowed in the **rear yard** as long as it is at least **5 feet** from the rear property line.
- Allowed in a **side yard** between the building and the required side setback area, but not in the required side setback. Note that the required side setback extends all the way to the rear property line.
- Not allowed in the **front yard**.

- For unusually shaped lots it is recommended to bring a site plan of the property to the Building Division for review.
 - For the purposes of this review, the site plan does not need to be drawn to scale. However, it should include the lot dimensions and show all existing setbacks.
 - The site plan will be reviewed to determine where the air-conditioning equipment may be located.

For multi-family projects

- For individual dwelling units, it is generally acceptable to install air-conditioning condensers in the private patio area without Planning Division review and approval.
- To determine allowable locations for air-conditioning condensers for applications other than those described above, bring a site plan to the Building Division for review.

For commercial and industrial projects

- To determine allowable locations for air-conditioning equipment installed on the exterior of a commercial or industrial building, bring a site plan to the Building Division for review.
- *Screening* of exterior equipment may be required.
- For rooftop equipment installations where the equipment is either taller than the surrounding parapets or where the equipment is visible from the site, the applicant shall provide the following:
 - Building sections that show the building height, parapet heights (if applicable), equipment placement, and sleeper specifications.

Additional information can be obtained by visiting our website at www.sanjoseca.gov/building/ or by calling our Information Inspector's voice mail at (408) 535-3555 and leaving a detailed message. In addition you may visit the Building Division in City Hall at 200 East Santa Clara St. Our hours are 9:00 a.m. to 4:00 p.m. with limited service between 12:00 p.m. and 1:00 p.m.